

EFFECTIVE JANUARY 1, 2011:

FINGERPRINTING REQUIRED FOR ALL REAL ESTATE APPLICANTS AND LICENSEES

To increase protection of both consumer and licensee, a regulation recently went into effect that requires all new and existing licensees be fingerprinted for a Missouri and Federal Bureau of Investigations (FBI) criminal background check through the state approved vendor, L-1 Enrollment Services (L-1). As of January 1, 2011, new applicants are required to submit a copy of their fingerprinting receipt with their original application. Current licensees have until their 2012 renewal to be fingerprinted by the state approved vendor, L-1 Enrollment Services.

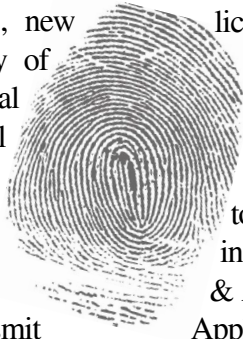
L-1 Enrollment Services will digitally transmit fingerprints to the Missouri State Highway Patrol and the FBI and those two agencies will share with the Missouri Real Estate Commission any criminal history found. It is recommended that current licensees not wait until renewal time to get fingerprinted, but instead, to eliminate scheduling concerns, make an appointment with L-1 as soon as possible.

You can make an appointment by contacting L-1 Enrollment Services through the preferred method of registering online at www.L1enrollment.com, or by calling 1-866-522-7067, and provide the Missouri

Real Estate Commission's agency ORI number of MO920130Z when scheduling your appointment. You will pay a fee of \$52.20 directly to L-1 Enrollment Services for this service.

No matter if you are a new applicant or a current licensee, save your receipt. This receipt contains vital tracking information should there be any questions later.

For more detailed information about how to contact the vendor and other valuable information regarding the process, please read Q & A Regarding the Fingerprinting of Real Estate Applicants/Licensees found on pages 3-5 of this newsletter.



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POSSIBLE SCAM ALERT

The Missouri Real Estate Commission has received information from other licensing jurisdictions of a scam involving bogus earnest money checks.



While the MREC has not received any calls from licensees in Missouri reporting to have been victimized by this scam, please be mindful that it has been happening elsewhere in the country.

Take a minute to review the reports on these links regarding the scam: www.reco.on.ca, specifically the May 20, 2010 posting titled Fraudulent Cheque Alert, and <http://www.realtown.com/john/groups/real-estate-experts/view/26134/1>

PERSONAL CONTACT INFORMATION UPDATE

All licensees must ensure that the Commission has your correct mailing address, telephone number and name change updates. Licensees must notify the Commission in writing within 10 days following a change in name or home address (20 CSR 2250-4.020 (4)).

If your personal contact information changes, notify the Commission promptly in writing by either submitting the "Licensee Address/Name Change Application" or online by clicking on the icon "Licensee Address/Name Change Notification." Either option can be accessed on our website, www.pr.mo.gov/realestate.asp. If you need additional assistance, please contact a member of our licensing staff at 573-751-2628, option 2.

IT'S NOT TOO LATE TO RENEW YOUR LICENSE

Missouri real estate regulations allow an expired license to be renewed during the 24 month period following the license renewal for which the license was current. If as a broker you missed the June 30, 2010 deadline, or as a salesperson you missed the September 30, 2010 deadline, you may renew an expired license by paying the license renewal fee plus the \$200.00 late fee by June 30, 2012 for brokers and September 30, 2012 for salespersons. You must also provide proof of your continuing education requirements for the 2010 renewal period. If you did not complete your 12 hours of continuing education (9 hours of elective and the 3 hour core course, Representation Options for the State of Missouri) by the 2010 expiration of your license, you will have to show proof of completing the 24-hour Missouri Real Estate Practice Course. However, until you are again properly renewed, you may not conduct any real estate activity.

If an expired licensee is not renewed by midnight on June 30, 2012 for brokers and September 30, 2012 for salespersons, the license will lapse and you will be required to re-qualify by schooling, examination, etc. It is important to note that if you are a broker and you fail to renew your license by June 30, 2012, you will have to take the applicable education and test to become a salesperson. You will then be required to hold an active salesperson license for 2 years before you can take the applicable education, pass the test, and apply for a broker license.

If you wish to renew and do not have your renewal application, access our website www.pr.mo.gov/realestate.asp and request a duplicate copy of your renewal application. All renewal applications, fees and proof of education must be postmarked by the U.S. Postal Service or overnight carrier on or before midnight June 30, 2012 for brokers and September 30, 2012 for salespersons. Fees must be in the form of a personal check, certified check, or money order.

Q&A REGARDING THE FINGERPRINTING OF REAL ESTATE APPLICANTS/ LICENSEES



1. Who must get fingerprinted and how soon must it be done?

Effective January 1, 2011, all new real estate licensing applicants, as well as all currently licensed Missouri real estate salespersons and brokers, will be required to have their fingerprints taken through the Missouri State Highway Patrol's approved vendor for both a Missouri State Highway Patrol and a Federal Bureau of Investigation fingerprint background check. L-1 Enrollment Services (L-1) is the current approved vendor.

New applicants – Beginning January 1, 2011 everyone who applies for an original Missouri license is required to be fingerprinted before making application for a real estate license. A copy of the receipt provided by L-1 will need to be attached to the license application. Assuming everything else is in order and no convictions or guilty pleas are disclosed, a temporary work permit will be issued even if the fingerprinting results are not yet received. However, a license will not be issued until the fingerprinting results are received and a satisfactory result is indicated.

Existing licensees – All existing licensees will have to be fingerprinted and authorize the results be provided to the Missouri Real Estate Commission before submitting their real estate renewal application in 2012. We recommend that current licensees not wait until renewal time to get fingerprinted, but instead get printed as soon as possible.

Regardless of the fact that you are a new applicant or a current licensee, **SAVE YOUR RECEIPT**. This receipt contains vital tracking information should there be any questions later.

2. Do I still have to get this done if I've been fingerprinted for another agency or when I was in the military?

Yes. Fingerprint results cannot be shared between agencies and results can change over time. Therefore, even if you have had your



prints taken before, you must have them taken again and you must specify that the results are to be provided to the Missouri Real Estate Commission.

3. If I have been fingerprinted by L-1 in the past, can L-1 use those prints again?

No, MSHP requires that a new set of fingerprints are captured for each ORI or requesting agency. This is a requirement by the FBI as well.

4. Can I have my fingerprints taken at the local sheriff's office or at the Highway Patrol instead of through L-1?

No, regulations require the use of the approved vendor. This is to reduce administrative and tracking problems.

5. What will I need to do to get fingerprinted?

Each individual must contact the statewide vendor, L-1 Enrollment Services, to schedule an appointment to have their fingerprints digitally taken. **You will need to provide L-1 with the ORI number of MO920130Z in order to schedule an appointment.** This will authorize the Missouri State Highway Patrol and the FBI to send the results to the Missouri Real Estate Commission. The fingerprinting process will take approximately 10 minutes. You can make an appointment through the preferred method of registering online at www.L1enrollment.com or by calling 1-866-522-7067.

For your convenience, you will be able to select from over 40 locations across the state, with some offering Saturday and evening hours. Photo ID is required – with acceptable forms

being a valid driver's license, military ID or passport.

6. How much does it cost and who gets the money?

The fee is \$52.20 -- L-1 receives \$12.95; the Missouri Highway Patrol receives \$20.00; and the FBI receives \$19.25. The Missouri Real Estate Commission does not receive any portion of the fee.

7. How do I pay for this service?

When registering online, you can pay by credit card or e-check, or you can pay on site with a check or money order.

8. Will a new applicant still have to pay the \$10 Criminal History Fee?

No, that fee will no longer apply.

9. How do I reach L-1 Enrollment Services?

You can contact L-1 online at www.L1enrollment.com or by calling 1-866-522-7067.

10. Do I have to have an appointment?

Yes. Appointments are required. Walk-ins to the L-1 sites will not be accepted.

11. Can L-1 come to me?

For groups of 30 or more, arrangements can be made with L-1 to come to a location. Call Brandi Finn with L-1 at (573) 462-0286 to make group arrangements.

12. How long will it take to get an appointment?

Provided you do not wait until the last few weeks before renewal deadlines, you should be able to easily schedule a convenient time to be fingerprinted. However, if you wait until the final weeks before the end of the renewal period in 2012, you may find that you will not be able to get scheduled in time to renew before your license expires. While L-1 will be responsive to increased demand, if you wait too long, you will find yourself unable to renew on time which means being unable to practice real estate for a period of time, as well as possibly being assessed late fees.

13. As a current licensee, what do I do after I get printed?

L-1 will notify the Missouri Real Estate Commission of your fingerprint results so in most cases no further action will be necessary on your part. However, if the Missouri Real Estate Commission does not have record of your fingerprinting at the time renewal applications are printed, you will be required to submit a copy of the L-1 receipt with your renewal application as evidence of having been fingerprinted.

14. What if I wait until the last minute and then can't get an appointment before the expiration date of my license?

You will not be able to renew your license UNTIL you have gotten fingerprinted. That means that if you wait until the last few weeks before renewal, you may find that you will be unable to work. There will be NO exceptions.



15. If I want to transfer my current license from one broker to another before I renew, will I have to be fingerprinted before I can transfer?

No. Transfers are not contingent upon proof of fingerprinting, only your 2012 renewal.

16. How will the Missouri Real Estate Commission know if I have met my fingerprinting responsibility in order to renew in 2012?

L-1 will notify the Missouri Real Estate Commission of your fingerprinting results. The Missouri Real Estate Commission will update your file from those reports.

HOWEVER, similar to current requirements for continuing education, if the Missouri Real Estate Commission records do not indicate receipt of fingerprints, your 2012 license renewal application will state that you must attach a copy of the receipt you received from L-1 verifying that the fingerprinting requirement has been met.

17. How will L-1 know who is to be given the results?

When you schedule your fingerprinting appointment you will need to provide L-1 with the ORI number of MO920130Z to identify the Missouri Real Estate Commission as the authorized agency to which the results are to be provided. Failure to identify the Missouri Real Estate Commission as the authorized agency will cause you to have to be fingerprinted again at your expense.

18. What happens if the Missouri Real Estate Commission is notified of a conviction or guilty plea that I did not previously disclose?

All convictions or guilty pleas will be checked against our current files. Should it be found that a licensee has failed to disclose convictions or guilty pleas, the Commission will review the matter and determine if seeking disciplinary action is appropriate based on both the substance of the conviction and the failure to disclose the conviction.

19. What is the worst that can happen to me if the Commission finds that I have a criminal history that I did not previously disclose?

Worst case scenarios – Depending on the date and type of conviction, the license could be automatically revoked under 339.100.5 RSMo. For other undisclosed convictions or guilty pleas, the Missouri Real Estate Commission could file a complaint with the Administrative Hearing Commission and your license could be suspended, revoked or placed on probation, or a civil penalty could be imposed.

20. What happens if I refuse to get fingerprinted?

As fingerprinting is required to obtain a new real estate license or to renew in 2012, you will not be able to get a new license or get your current license renewed without it. This requirement is no different than having to meet the other requirements for obtaining or renewing a real estate license.

21. What if I live out of state?

If you reside out of state and there is no L-1 location near you, you will be required to go to your local law enforcement agency to have your fingerprints taken. You will then submit the completed fingerprint card to L-1 for digital transfer and submission to the appropriate law enforcement agencies. You will need to follow the instructions listed for Missouri Non Resident Fingerprinting Procedures at www.L1enrollment.com. In addition to any fees charged by the local law enforcement agency, you will be required to pay the same \$52.20 fees to L-1.

Revised January 24, 2011

EDUCATOR'S CORNER



Continuing Education Verification

During the 2010 renewal, licensees were asked if they wanted the Commission to provide online continuing education verification. Those licensees who checked the box on their renewal application that gave the Commission permission to have their courses listed on the website, are now able to check their continuing education hours online for the current renewal year (October 1, 2010-September 30, 2012). If you did not check the box, but have since changed your mind, you may fax or mail a signed request to authorize posting of your education on-line.

To check your continuing education hours, log on to our website at www.pr.mo.gov/realestate.asp and click on MREC Licensee Search. (To search by name, type in your last name, then a comma, and then your first name i.e. Smith, John). After you have typed in either your name or license number, click Search. The search results will then be displayed. Next to your name, click Details and your license information, relationship information and continuing education information will be displayed. After each renewal period, all courses will be removed from view. Licensees will begin accumulating continuing education credit for renewal of their real estate license at the beginning of each renewal period. Please use this valuable tool to ensure that you have taken your 12 hours of continuing education each renewal period and to ensure that at least 3 of those hours are classified as a core course.

While all continuing education course providers are required to electronically submit completion reports to the Missouri Real Estate Commission, licensees are expected to keep copies of their continuing education completion certificates, as the Commission may in some cases ask that the certificates be submitted with their renewal application.

Continuing Education Classroom Schedules

Finding a classroom continuing education course has become easier for licensees. The Missouri Real Estate Commission website, www.pr.mo.gov/realestate.asp, now includes classroom schedules for continuing education courses. In order to view upcoming classroom continuing education classes you will need to:

- Log on the Commission's website, www.pr.mo.gov/realestate.asp;
- Click on Continuing Education Courses, located on the left side of the webpage under Education, to a list of all approved courses by school (classroom and internet).
- Click on the icon for Classroom Schedules, which is located at the top of the page, where you will find a list of classroom continuing education courses listed by start date;
- Click on the individual school name and then on the individual classroom course to find a particular school's schedule; and remember that internet and correspondence courses are offered 24/7. To find an internet course search under [Continuing Education Courses](#).

AUDITOR'S CORNER

Listed below are some reminders from the Missouri Real Estate Commission audit staff:

- **Random audits:** Brokers are notified by mail if they are randomly selected for an audit. After the random audit notification letter is mailed, the examiner will call the broker to determine the level of activity and whether the audit will be conducted in person or by affidavit. Even if the brokerage has had no activity, the examiner will need to obtain specific information.

- **Fictitious names:** In order for our office to properly list the fictitious name under the appropriate entity's records, when you complete the fictitious name registration form with the Secretary of State, the owner section of the form must reflect the full licensed entity name as it is licensed with our office. If the entity filing the fictitious name is a licensed corporation/LLC, then the full licensed corporation/LLC name must be shown in the owner section of the form. If a licensed individual broker is filing the fictitious name, then the individual broker's licensed name must be shown in the owner section of the form. Any variations of the actual licensed entity name will

require correction of the form with the Secretary of State before our office can reflect the fictitious name in our records.

- **Audit report:** After the Commission reviews the audit findings, a letter will be mailed to the designated broker. Many times this letter will request proof of specific corrective actions regarding the audit findings. While the Commission may only request specific items, it is the broker's responsibility to review the entire audit report and take any necessary corrective actions within their company. Brokers are reminded to timely respond to the Commission's requests so as not to be subject to disciplinary action due to failure to respond.

- **Websites:** If any agents have their own website, the licensed name and telephone number of the brokerage must be included on the website.

- **Escrow accounts:** Any bank account that contains funds of others and for which the broker has check writing privileges is considered an escrow account and needs to be registered with



the Commission. Broker funds and funds of others may not be commingled within an escrow account. However, the statute allows a broker to keep up to \$1,000 of their own funds in the escrow account to cover charges such as bank fees.

- **Earnest money:** Brokers are responsible for verifying that the contract clearly states who is going to hold the earnest money. Many REO/foreclosure addendums or counter offers change the contract and insert vague language as to who holds the earnest money. Brokers are encouraged to closely review such amended language to ensure that the contract still clearly states who is holding the earnest money.

- **Management agreements:** Brokers who manage properties must have a current written effective management agreement.

(Cont. on next page)

• **Broker Disclosure Form:** The Broker Disclosure Form may not be modified. Inserting a signature line to the form for sellers/buyers to sign is not acceptable. In addition, the choices marked on the Broker Disclosure Form must mirror the agency relationships identified in the written office policy.

• **Leases:** When negotiating leases, a tenant agency agreement is required for a licensee to represent the tenant in an agency relationship either as a tenant's agent or as a dual agent.

• **Changes via electronic means:** In order for a licensee to accept changes to a listing agreement via electronic means, authorization to accept changes via electronic means must be signed by the seller and retained in the file.

RENEWAL STATISTICS

AS OF DECEMBER 15, 2010

Renewals 2010	Applications Mailed	Renewed Licensees	Not Renewed	% Renewed
Salesperson Types	28,079	23,846	4,233	85%
Broker Types/Entities	20,874	19,269	1,605	92%
TOTAL APPLICATIONS	48,953	43,115	5,838	88%
2008				
Salesperson Types	33,105	26,927	6,178	81%
Broker Types/Entities	21,723	19,801	1,922	91%
TOTAL APPLICATIONS	54,828	46,728	8,100	85%
2006				
Salesperson Types	33,308	27,896	5,412	84%
Broker Types/Entities	21,184	19,347	1,837	91%
TOTAL APPLICATIONS	54,492	47,243	7,249	87%
2004				
Salesperson Types	28,728	24,331	4,397	85%
Broker Types/Entities	19,566	17,901	1,665	91%
TOTAL APPLICATIONS	48,294	42,232	6,062	87%
TOTAL LICENSEES				
April 1, 2006	53,459			
April 1, 2007	50,976			
April 1, 2008	53,190			
April 1, 2009	47,741			
April 1, 2010	48,719			
April 1, 2011	43,185			

CAN AN
ATTORNEY
BE PAID A
COMMISSION

This is a question that the Missouri Real Estate Commission receives from brokers and attorneys alike. **Can a real estate broker pay an attorney part of the commission?**

The Missouri Real Estate Commission cannot provide legal opinions but we can suggest that you not only review 339.010.6 RSMo which exempts attorneys from having to obtain a real estate license but also 339.150 RSMo which prohibits the broker from sharing the commission with anyone who does not hold a real estate license.



DO I NEED A LICENSE TO DO PROPERTY MANAGEMENT?

The Missouri Real Estate Commission gets numerous phone calls asking, “Do I need a real estate license in order to do property management?” If you are doing property management for another person, be it residential or commercial, you need a real estate license.

Section 339.010 RSMo states in part that ‘a real estate broker’ is any person, partnership, association, or corporation, foreign or domestic, who for another, and for a compensation or valuable consideration, does or attempts to do, any or all of the following:

- Rents or leases real estate;
- Offers to rent or lease real estate;
- Negotiates, offers, or agrees to negotiate rental or leasing of real estate;
- Lists or offers or agrees to list real estate for rental or lease;

- Buys, sells, offers to buy or sell or otherwise deals in options on real estate or improvements thereon;
- Advertises or holds himself or herself out as a licensed real estate broker while engaged in the business of renting or leasing real estate;
- Assists or directs in the procuring of prospects, calculated to result in the leasing or renting of real estate;
- Assists or directs in the negotiation or any transaction calculated or intended to result in the leasing or rental of real estate; and
- Performs any of the above acts on behalf of the owner of real estate, or interest therein, or improvements affixed thereon, for compensation.

However, Section 339.010.6 (5) RSMo does allow any person who is **employed or retained to manage real property by, for or on behalf of the agent or the owner** of any real

estate to be exempt from holding a license, if the person is **limited** to one or more of the following activities:

- Delivery of a lease application, a lease, or any amendment to any person;
- Receiving a lease application, lease or amendment, a security deposit, rental payment or any related payment for delivery to and made payable to a broker or owner;
- Showing a rental unit to any person, as long as the employee is acting under the direct instructions of the broker or owner, including the execution of leases or rental agreements;
- Conveying information prepared by a broker or owner about a rental unit, a lease, an application for lease, or the status of a security deposit, or the payment of rent, by any person; and
- Assisting in the performance of brokers’ or owners’ functions, administrative, clerical or maintenance tasks.

DECEPTIVE MORTGAGE ADS:

- WHAT THEY LEAVE OUT -

Text reprinted with permission from the Federal Trade Commission, www.ftc.gov/bcp/menus/consumer/credit/mortgage.shtml, July 16, 2010.

When shopping for a mortgage to buy a home or refinance an existing loan, you may see or hear ads with offers of low rates or payments.

While some of the offers can seem tempting, some are terribly flawed. They don't disclose the true terms of the deal as the law requires.

The Federal Trade Commission, the nation's consumer protection agency, wants you to know the buzzwords that should trigger follow-up questions, as well as information to insist on.

What the Ads Say:

A low 'fixed rate': Ads that tout a 'fixed' rate may not tell you how long it will be 'fixed.' The rate may be fixed for an introductory period only, and that can be as short as 30 days.

Very low rates: Are the ads talking about a 'payment' rate or the interest rate? The interest rate is the rate used to calculate the amount of interest you will owe the lender each month. The payment rate is



the rate used to calculate the amount of the payment you are obligated to make each month. Some offers advertise a low payment rate without telling you that it applies only during an introductory period. If the payment rate is less than the interest rate, you won't cover the interest due. This is called 'negative amortization.' It means that your loan balance is actually increasing and the lender is adding the unpaid interest to the balance you owe.

Very low payment amounts: Ads quoting a very low payment amount may be an interest-only (I/O) loan, where you pay only the amount of interest accrued each month. Eventually, you will have to pay off the principal – or you may end up owing a lump sum due at the end of the loan.

Loan amount \$300,000.00 – Pay only \$900.00 per month: Ads with 'teaser' short-term rates or payments such as these don't often disclose that a rate or payment is for a very short

introductory period.

Important notice from your mortgage company: Mailers that have information about your mortgage may not be from your lender at all. Before responding to any offer, review it carefully to make sure you know who you're dealing with.

What the Ads Don't Say:

To make an informed decision about a mortgage offer, ask the lender:

- What is the Annual Percentage Rate? The APR is the total cost of the credit expressed as a yearly interest rate.
- When and how can my rate and payments change?
- What will my monthly payment be? Can it increase?
- Does the monthly payment include an escrow amount to pay for my property taxes and homeowners insurance?
- What is the term of the loan (for example, 15 years, 30 years)?
- Will I have to pay prepayment penalties to refinance and pay off the loan early?

To learn more, visit www.ftc.gov/credit and click on Mortgages/Real Estate. For free consumer information, visit www.ftc.gov or call toll free, 1-877-FTC-HELP (1-877-382-4357).

GOVERNMENT WEBSITES:



There are many state and federal government agencies that have legal authority over various aspects of real estate transactions. The following agencies offer a wealth of information for real estate licensees and consumers.

1. **www.pr.mo.gov/realestate.asp** – Missouri Real Estate Commission. Licensure forms such as address change, license information change, change in designated broker and many more are posted on the website. Licensees can also find a list of approved continuing education courses, the rules and statutes and newsletters.
2. **www.dor.mo.gov** – This is the general website for the Missouri Department of Revenue. At this website, information on the Business Tax Division can be found.
3. **www.hud.gov** – The U.S. Department of Housing and Urban Development. All federal housing information such as fair housing, RESPA, and public housing issues can be found here. This website features information for homeowners facing foreclosures. HUD offers information not only to consumers, but real estate licensees as well.
4. **www.hud.gov/Missouri** – HUD only specific to Missouri.
5. **www.mhdc.com** – Missouri Housing Development Commission. On this website information can be found on grants and low cost loans for affordable housing to include sales and rentals.
6. **www.ago.mo.gov** – The Office of the Missouri Attorney General oversees the Division of Consumer Protection, time shares, Landlord and Tenant Act and much more.
7. **www.ftc.gov/realestate** – This is the real estate section of the Federal Trade Commission's (FTC) website. The FTC issues consumer alerts and publications.
8. **www.sos.mo.gov** – Missouri Secretary of State. At this website information such as corporation registration and doing business under fictitious names can be found.
9. **www.epa.gov** – Environmental Protection Agency. This website features information regarding such environmental issues like lead-based paint, radon gas and mold.

HOUSE BILL 600 SUSPENSIONS FOR FAILURE TO PAY/FILE STATE INCOME TAX:

The following professional licensees were suspended pursuant to Section 324.010 RSMo for failure to file and/or pay Missouri income tax. This list includes licensees suspended since the printing of the last newsletter through Oct. 30, 2010. Some licensees have taken the necessary steps to reinstate their licenses. Please go to www.pr.mo.gov.asp and use the Licensee Search icon to verify whether or not the license has been reinstated. If the license has been reinstated their name will appear as an active licensee.

Anderson, Karen L. – St. Louis
Ashby, Melanie – Battlefield
Barnhart, J. Todd – Grain Valley
Benko, Michele Ann – Fenton
Boushehri, Fereydoon – Branson
Boveri, Christina R. – Kansas City
Boyd, William P. – Joplin
Brandt, Chris Allen – St. Charles
Brune, John K. – Aspen, CO
Bryant, Tameka – Lees Summit
Buddemeyer, Carly – St. Louis
Bueker, James S. – Knob Noster
Buescher, Daniel Joseph – St. Peters
Cameron, Darin Michael – Chesterfield
Carey, Michael L. – Webb City
Cartwright, Alan L. – St. Louis
Caskanet, John Lewis – St. Louis
Chekoudjian, Michael V. – St. Louis
Chesen, Catherine S. – Kansas City
Clayton, Ronald E. – St. Louis
Cockrell, Doug W. – St. Louis
Cohen, Joe Cephus Jr. – Florissant
Coleman, Ali Grace Debbie – Nixa
Coleman, Kenneth D. – Nixa
Collier, Harriet L. – Potosi
Compton, Carol A. – St. Joseph
Cook, Brad J. – Kirkwood
Cooley, Bryan Wayne – St. Louis
Courtney, Richard A. – Belton
Cranston, Robert Whiteman – Wright City
Darthard, Winfred Gerald – Kansas City
Davis, Robin Saunders – St. Louis
Dew, Sandra Marlene – St. Louis
Di Paolo, Lisa Elizabeth – St. Louis
Dow, Tiffany Dawn – Lee's Summit
Downs, Rona L. – Humansville

Durnell, Donnie Lorene – Springfield
Dye, Charles Howard – Independence
Elliott, Curtis – Florissant
Endicott, Georgia Louise – St. Louis
Fick, Howard Delane – Fordland
Fink, Clayton H. – Laurie
Finley, Diana L. – Osage Beach
Fowler, Darnell Carlos – St. Louis
Gehrin, John M. – Florissant
Geiser, Jody R. – Cape Girardeau
Gholston, James D. – St. Louis
Goldschmidt, Richard S. – Florissant
Gray, Sandra T. – St. Charles
Grady, Shane O. – Branson
Guth, Richard H. – Chesterfield
Hart, Richard John – Wentzville
Hastings, Diane M. – Liberty
Hendel, Scott Michael – St. Louis
Higgins, Elythe P. – St. Peters
Holmes, Anthony Keith Pryor – Florissant
House, Gerald J. – Chesterfield
Huckabey, Marjorie J. – Kansas City
Ives, Melanie D. – St. Charles
Jackel, John – Kansas City
Jenkins, Robbie Wayne – Washington
Jones, Carlton – St. Louis
Kellerman, Yvonne Renee – Richmond
Kelly, Jeffrey Scott – Kansas City
King, Kimberly Ann – Poplar Bluff
Klos, Christopher – O' Fallon
Knight, Francine – Overland Park, KS
Krell, Travis Mark – St. Louis
Kuntz, Bertha M. – Hannibal
Lathuras-Wehrle, Tommie Lyn – St. Louis
Leahy, Ryan Jeffrey – Lake St. Louis
Lendman, Robert P. – Grandview
Lenzen, Thomas D. – St. Louis
Lewis, David H. – Ballwin
Looper, James A. – Grain Valley
Lyon, Lloyd Glen – Carrollton
Mabrie, Kenneth B. – Kansas City
Mack, Kristina Danielle – St. James
Malek, Wafik W. – Manchester
Mandasz, Daniel Stephen – Kansas City
Martin, Angela R. – St. Louis
McCarthy, Linda Tobin – Chesterfield
McCracken, Cynthia A. – Springfield
McMillan, Kenneth M. – Salem
Meier, John Lawrence – Warrenton
Miles, Daniel C. – St. Louis
Mitchell, Lindie – Belton
Moore, Cynthia Lorene – Joplin
Morris, Dethera – Kansas City
Morton, Tanner L. – Overland Park, KS
Mosley, William G. – Springfield
Mullins, Herbert H. – St. Louis

Nalls, Kurt A. – Florissant
Naudet, Julie Ann – Lee's Summit
Neuman, Howard N. – Chesterfield
Normal, Jerelyn Elizabeth – Hazelwood
Norwood-Brown, Sandra – Lee's Summit
Palmer, Anthony James – Kansas City
Palmer, Eric Donnell – Kansas City
Palmer, Julia Deng – Kansas City
Palomo, Robert B. – Warrensburg
Perniciaro, Paul V. – Lake St. Louis
Parsons, Patricia R. – Leawood, KS
Pate, Mike F. – Kansas City
Pechak, Barry Keith – Belton
Pfenenger, Daniel Ray – Jefferson City
Phillips, Susan J. – St. Louis
Presley, Judd – St. Louis
Prevost, Dana A. – Kansas City
Prinster, Gerard L. – St. Charles
Pross, Charles M. – St. Louis
Raftery, Tracey L. – St. Charles
Rash, Tommy J. – Liberty
Rosenberg, Lisa Joy – St. Louis
Roth, Mark J. – Kansas City
Rolwes, John G. – Glencoe
Sanders, Gerald Allen – Kansas City
Sanders, Jennifer Shae – Pleasant Hill
Sanders, Michael A. – Kansas City
Sapp, John Dale – Nixa
Saunders, Richard Wade – Kansas City
Scantlin, Patricia A. – Lake Waukomis
Schoen, Jordan – St. Louis
Shackelford, William Harrison – Kansas City
Silies, Michelle Schipke – St. Louis
Sims, Cato – Independence
Sinn, Serene – Defiance
Skizas, Leonidas P. – Kansas City
Strong, John R. – Lake Ozark
Stueckel, Randy W. – St. Louis
Taylor, Phyllis R. – Chesterfield
Thompson, Jerry Otis – Lake St. Louis
Tompkins, Kenneth M. – Kansas City
Turner, Eric S. – Chillicothe
Van Drie, Louis G. Jr. – Columbia
Versey, Samuel L. – Florissant
Waddell, Kimberly Ann – Glencoe
Walker, Brenda F. – Kansas City
Watters, Harry A. Jr. – Robertsville
Weatherman, Jason – Lee's Summit
Weaver, Darla P. – Nixa
Weber, Cindy Denise – Platte City
Wiseman, Larry D. – Belton
Whiteaker, Michael – Imperial
Williams, Gary – Poplar Bluff
Williams, Robert Jr. – Ballwin
Willig, Linda S. – St. Louis
Wilson, Charles A. – Kansas City
Wood, Jack – St. Charles
Worthen, Frederick Fritz – Mission, KS
Zeigler, Donnie Paul – Green Castle

APPLICATION FOR LICENSE/INFORMATION CHANGE UPDATED TO ASSIST WITH REJECTED TRANSFERS

At the December 2010 meeting, the Commission directed that the Application For License/Information Change be revised so that the new broker can be notified when a transfer is incomplete. The revised application now includes a place for the new broker to include their e-mail address.

Should a transfer be incomplete or need to be rejected to the applicant for additional information, the licensee will be contacted and advised of the application deficiencies. The new broker will then receive an e-mail from the MREC staff advising that the application is incomplete, and therefore, the licensee cannot conduct any real estate activity for the new brokerage until a work permit or a license is received which shows the licensee's affiliation with the new brokerage.

Due to confidentiality laws, the MREC staff cannot discuss the deficiencies with the broker. The broker will need to contact the agent for this information.

The email notification will read something like this:

In today's mail, the MREC received Mary Smith's application to transfer to your brokerage. This call/e-mail is to advise you that the transfer application is incomplete and the licensee has been advised of the missing information.

The Commission has asked that the new broker be notified in the event of an incomplete transfer. Accordingly, the above licensee cannot conduct any real estate activity for your brokerage until you receive a work permit or a license which shows their affiliation with your brokerage.

A work permit/license will be issued as soon as the corrected application is received.

If more information is needed, you may want to contact the licensee, as a licensee's application is considered confidential information and I am not at liberty to discuss the details of the incomplete application.

NOTE: This change only applies to licensees that are maintaining their same type of license but transferring to a different company. Those licensees changing their license status (i.e. broker-salesperson to broker, broker to broker-officer, etc.) cannot work until a work permit or license is received by the new broker.

DISCIPLINARY ACTIONS

Adewunmi, Anthony Joseph

Juan, Cristian Joel

Olmos, Patricia

All located in the St. Louis, MO area

By Settlement Agreement with the MREC, the licenses of Adewunmi, Juan, and Olmos were revoked effective February 6, 2010.

Violations: 339.100.2 (2), (4), (5), (6), and (15) RSMo

Adewunmi, Juan, and Olmos worked together as the Adewunmi Team. The Adewunmi Team was involved in multiple transactions in which they assisted the buyer and lender in the preparation of some loan applications that included false information. Adewunmi held an ownership interest in several of the properties through Cotts Realty. Some of the closing statements contained inaccurate and false information.

Allen, Anthony

Chesterfield, MO

By Settlement Agreement with the MREC, Allen's license was placed on probation for a term of two years effective November 17, 2010.

Violations: 339.100.2 (11), (12), (15) and (19) RSMo

Allen conducted activity and accepted compensation from a broker other than the broker with whom his license was affiliated with at the time of the conduct.

American Realty P B Inc.

Poplar Bluff, MO

By Settlement Agreement with the MREC, American Realty P B Inc. was fined \$250.

Violations: 339.100.2 (15) and (23) RSMo

From on or about September 30, 2008 until August 2009, American Realty P B Inc., allowed an unlicensed individual to conduct real estate activity through the company. The individual failed to renew their salesperson license by September 30, 2008, but continued to conduct activity that required a real estate license.

Anderson, Nathan Nelson

Grain Valley, MO

By MREC's Order, Anderson's license was revoked effective August 24, 2010.

Violations: 339.100.5 (5)

On or about April 22, 2010, Anderson pled guilty to the crimes of conspiracy to commit the crime of interstate transportation of moneys obtained by fraud, and money laundering. Anderson participated in a scheme to obtain money from mortgage lenders by means of material false and fraudulent pretenses, representations and promises, and therefore, his license was subject to revocation pursuant to 339.100.5 (5) RSMo.

Arling, Donald T.
St. Louis, MO

By Settlement Agreement with the MREC, Arling's license was placed on probation for three years effective January 5, 2010.

Violations: 339.100.2 (2) and (15) RSMo

Arling was co-owner/principal of a real estate company. On or about August 1, 2003, an affiliate of the company entered false and fictitious "Sold" information about a property into the multi-list system using another affiliate's identification. Arling was made aware of the false and fictitious information in approximately February 2004. The information was not removed from the multi-list system until approximately June 2004.

Baker, Joe B.
Rogers, AR

By Settlement Agreement with the MREC, Baker's license was revoked effective March 18, 2010.

Violations: 339.100.2 (15) and (19) RSMo

On or about July 13, 2009, correspondence was mailed to Baker requesting him to verify his escrow account information. On or about September 10, 2009, the correspondence was resent to Baker. Baker failed to respond to either of the mailings.

Bastunas, Stephen H.
St. Louis, MO

By Order of the MREC, Bastunas' license was placed on three years probation beginning September 3, 2010, and he was also fined \$2,500.

Violations: 339.100.2 (16) and (18) RSMo

Bastunas, a salesperson, received the sales commission on two transactions directly from a title company versus the broker with whom his license was affiliated.

Boothe, Tammy J.
Springfield, MO

By Settlement Agreement with the MREC, Boothe's license was revoked effective December 1, 2009.

Violations: 339.100.2 (15) and (16) RSMo

On or about May 2, 2009, Boothe's real estate license was suspended for her failure to pay, or make arrangements to pay, delinquent income tax to the Missouri Department of Revenue pursuant to 324.010 RSMo. On or about May 28, 2009, and again on June 25, 2009, the MREC corresponded to Boothe advising her of the suspension and directed her to return her real estate license to the MREC. Boothe failed to respond to both of the mailings. As a result, she was scheduled to appear before the Commission, which she also failed to do.

Britt, Michael L. Sr.
St. Louis, MO

By Order of the MREC, Britt's real estate license was placed on three years probation effective March 4, 2010.

Violations: 339.100.2 (16) and (18) RSMo

From on or about June 8, 1995 through July 21, 2003, Britt pleaded guilty to and/or was convicted of five counts of driving while intoxicated, three of which were felony offenses.

Broshears Realty Inc. – dba First National Realty

Barlos, James T.

Joplin, MO

By Joint Stipulation with the MREC, the licenses of Broshears Realty Inc. and Barlos were revoked effective January 6, 2010.

Violations: 339.100.2 (15) and (22) RSMo

In or about February 2005, Barlos, through his company, Broshears Realty Inc, was managing multiple properties for a property owner. In or about May 2005, Barlos and Broshears Realty Inc. entered into an agreement with an unlicensed entity to administer the properties under contract with Broshears Realty Inc. Barlos and Broshears Realty Inc. were to provide consulting services to the unlicensed entity for a consulting fee. Barlos' and Broshears Realty Inc.'s actions enabled the unlicensed entity to violate provisions of sections 339.010 to 339.180 and 339.710 to 339.860 RSMo.

Buck, Cody

Pacific, MO

By Order of the MREC, Buck was issued a one-year probated license on August 23, 2010.

Violations: 339.100.2 (10), (16), (18), and (19) RSMo Cum. Supp. 2009

On or about June 11, 2001, Buck pled guilty to the felony criminal offense of burglary in the second degree. Buck failed to disclose this guilty pleading on his application. On September 10, 2008, Buck pled guilty to the misdemeanor criminal offenses of domestic assault in the third degree and property damage in the second degree.

Burns, George

Leawood, KS

By Joint Stipulation with the MREC, Burns was fined \$125 effective July 13, 2010.

Violations: 339.100.2 (7), (15), (19) and (23) RSMo

Burns, as an office manager for Reece & Nichols Realtors Inc., allowed an individual to conduct real estate activity through Reece & Nichols Realtors Inc., without ensuring the individual held a current and valid real estate license in Missouri.

Campbell, Clarkston

Kansas City, MO

By Order of the MREC, effective July 2, 2010, Campbell's license was suspended for a period of three years or until the fine of \$500 is paid. The suspension is followed by two years of probation.

Violations: Terms of probation

On or about September 10, 2009, Campbell and the MREC entered into a Settlement Agreement placing Campbell's license on probation for a period of three years. In the Settlement Agreement, Campbell agreed to pay a fine of \$500 within ninety days of the

Settlement Agreement becoming effective. Campbell failed to pay the fine.

Carrico, Steven K.
St. Louis, MO

By Order of the MREC, Carrico was issued a two-year probated real estate license effective October 19, 2009.

Violations: 339.100.2 (16), (18), and (19) RSMo

On or about November 22, 2002, Carrico pled guilty to stealing and second degree burglary.

DeVault, Debbie
Merriam, KS

By Order of the MREC, DeVault was issued a three-year probated license on August 23, 2010.

Violations: 339.100.2 (19) and (20) RSMo Cum. Supp. 2009

On or about June 1, 2009, DeVault's day care license in the state of Kansas was suspended due to the death of an infant while in the care of her facility. DeVault appealed the suspension of her license, but subsequently withdrew her appeal and on February 10, 2010, her day care license was revoked. The Kansas Real Estate Commission issued DeVault a real estate salesperson license on January 15, 2010, restricting its affiliation to her sponsoring broker.

Dolan Realty Advisors LLC
Dolan, Douglas K.
Webster Groves, MO

By Settlement Agreement with the MREC, Dolan and Dolan Realty Advisors LLC were fined \$1,500 effective March 16, 2010.

Violations: 339.100.2 (15)

Dolan allowed his real estate broker-associate license and the license of Dolan Realty Advisors LLC to expire on June 30, 2006. Dolan renewed the licenses on December 6, 2007. From July 1, 2006, until December 6, 2007, Dolan and Dolan Realty Advisors LLC continued to conduct activity that required a real estate license.

Echternach, Timothy R.
Columbia, MO

By Settlement Agreement with the MREC, Echternach's license was revoked effective October 27, 2009.

Violations: 339.100.2 (16) and (18) RSMo

On or about May 12, 2008, Echternach pled guilty to the crime of forgery.

Eddy, Teresa Lynn
Overland Park, KS

By Joint Stipulation with the MREC, Eddy was fined \$125 effective July 13, 2010.

Violations: 339.100.2 (12), (15), and (19) RSMo

Eddy failed to timely renew her real estate license but continued to conduct activity that required a real estate license during the period her license was expired.

Elking, Jeffrey J., Sr.
Oakville, MO

By Settlement Agreement with the MREC, Elking's license was placed on probation for five years effective May 10, 2010.

Violations: 339.100.2 (2) and (16) RSMo

On or about August 1, 2003, Elking's MLS ID was used by another affiliate of the brokerage that was holding Elking's license to enter false and fictitious "Sold" information about a property into the multi-list system. Elking learned of the false and fictitious information a few days after it was posted in the MLS. Elking did not take any action to have the false and fictitious information removed from the MLS system.

Ellermann, Edgar W.
St. Louis, MO

By Settlement Agreement with the MREC, Ellermann was fined \$500 on June 22, 2010.

Violations: 339.100.2 (15) and (23) RSMo Cum. Supp. 2007

Ellermann was the designated broker of E. W. Ellermann Inc. An affiliate of E. W. Ellermann Inc. failed to renew their license by June 30, 2008, but continued to engage in the practice of real estate by identifying their self as either the listing agent or co-listing agent for multiple properties.

Friedheim, Mary E.
Leawood, KS

By Settlement Agreement with the MREC, Friedheim's salesperson license was revoked effective January 7, 2010.

Violations: 339.100.2 (18) and (20) RSMo

On or about July 25, 2008, Friedheim pled guilty to the criminal charge of identity theft. Also, on or about November 11, 2008, Friedheim's real estate license in the state of Kansas was revoked.

Garrett, Kara E.
Grandview, MO

Violations: 339.100.5 (5) RSMo Cum. Supp. 2009

By MREC's Order, Garrett's license was revoked effective April 21, 2010.

On or about October 13, 2009, Garrett pled guilty to the criminal offenses of wire fraud and money laundering in relation to a mortgage fraud scheme.

Gatley, Chris
417 Realtors Inc.
Springfield, MO

By Settlement Agreement with the MREC, the licenses of 417 Realtors Inc. and Gatley were placed on three years probation effective November 10, 2009.

Violations: 339.100.2 (15) and (19) RSMo

Gatley entered into multiple contracts to purchase real estate and failed to deposit the earnest money as required by the contract. In some instances, Gatley failed to maintain complete records and/or did not disclose his agency relationship.

Ghafoori, Teresa Estelle
Poughkeepsie, NY

By Order of the MREC, Ghafoori's license was revoked effective November 11, 2010.

Violations: 339.100.2 (11) and (15) RSMo

Ghafoori conducted activity and accepted compensation from a broker other than the broker with whom her license was affiliated with at the time of the activity.

Golden, Pamela
Wentzville, MO

By Order of the MREC, Golden was issued a one-year probated real estate license on February 19, 2010.

Violations: 339.100.2 (16), (18), and (19) RSMo Cum. Supp. 2008

On or about May 8, 2001, Golden pled guilty to possession of a controlled substance with the intent to deliver, and possession of drug paraphernalia. On or about September 18, 2001, Golden pleaded guilty to manufacturing a controlled substance with the intent to deliver and possession of drug paraphernalia with the intent to manufacture. On or about October 6, 2003, Golden pleaded guilty to the crimes of manufacturing a controlled substance, possession of a controlled substance, and possession of drug paraphernalia with the intent to manufacture.

Great Commission Realty
Fry, James Randy
Republic, MO

By Settlement Agreement with the MREC, the licenses of Great Commission Realty and Fry were placed on probation for two years effective January 29, 2010.

Violations: 339.100.2 (15) and (19) and RSMo

Fry, as the designated broker of Great Commission Realty, was responsible for providing supervision to the affiliates of the company. An affiliate of the company personally owned a property and listed and sold it through Great Commission Realty. The affiliate commingled funds by depositing the buyer's earnest money check into his personal checking account and then issued a check to the brokerage for the earnest money. The affiliate also failed to disclose facts about the property to the buyer, and altered terms of the sale without the knowledge or approval of the buyer. Fry reviewed the sales contract and brokerage service agreement for the transaction. Fry did not question why the affiliate had written the earnest money check, nor was the company file complete with copies of all addendums for the transaction.

Grimes, Andrew Paul
Fenton, MO

By Order of the MREC, Grimes was issued a three-year probated license on April 20, 2010.

Violations: 339.100.2 (16), (18), and (19) RSMo Cum. Supp. 2009

On or about November 27, 2007, Grimes pled guilty to the crime of Distribute, Deliver, Manufacture, Produce, or Possess with the Intent to Distribute, Deliver, Manufacture, Produce a Controlled Substance.

GuideStar Realtors LLC
Atnip, Terry J.
St. Charles, MO

By Order of the MREC, the real estate licenses of GuideStar Realtors LLC and Atnip were revoked effective March 4, 2010.

Violations: 339.100.2 (15) and (16) RSMo

Atnip, as the designated broker of GuideStar Realtors LLC, failed to return the license of an affiliate to the MREC who provided him with notification of intent to transfer their license from the company. Atnip failed to respond to the correspondence sent to him by the MREC. GuideStar Realtors LLC was closed without notification being submitted to the MREC.

Hardy, Michael H.
Fairway, KS

By Joint Stipulation with the MREC, Hardy's license was placed on probation for three years beginning March 1, 2010.

Violations: 339.100.2

On or about June 29, 2008, Hardy renewed the license of Hardy Realty Inc. indicating that the company was not in good standing with the Missouri Secretary of State's office. Hardy did not respond in writing to the correspondence sent to him by the MREC requesting him to submit proof the company had been brought into good standing. On or about October 29, 2008, Hardy telephoned the MREC and advised that he intended to close the office of Hardy Realty Inc. The required closing forms were emailed to Hardy. On or about December 9, 2008, correspondence was mailed to Hardy requesting his presence before the Commission on February 11, 2009. Hardy did not respond to the email or attend the February 11, 2009 meeting.

Hollis, Kristina M.
St. Charles, MO

By Order of the MREC, Hollis' salesperson license was revoked effective December 25, 2009.

Violations: Terms of probation

Hollis was issued a probated salesperson license with special conditions on December 18, 2007. Pursuant to a term of the Probated License Order, Hollis was to submit quarterly reports to the MREC addressing compliance of her criminal supervision and the Probated License Order. Hollis violated the terms of her probation.

Hufft, Jennifer
Olathe, KS

By Joint Stipulation with the MREC, Hufft was fined \$500 effective July 30, 2010.

Violations: 339.100.2 (12), (15), and (19) RSMo

Hufft failed to renew her real estate license but continued to conduct activity that required a real estate license.

Johnson, Margaret W.
Excelsior Springs, MO

By Order of the MREC, Johnson's license was revoked effective June 24, 2010.

Violations: 339.100.2 (15) and (19) RSMo

Johnson's license expired on June 30, 2008, and was renewed on August 4, 2008. The MREC office sent correspondence to Johnson requesting information as to whether or not she conducted any real estate activity during the period her license was expired. Johnson did not respond to the correspondence. Follow-up correspondence was mailed to Johnson, to which she also failed to respond. Johnson was requested to appear before the MREC, but she failed to appear.

Jones, Gilbert
Nixa, MO

By Settlement Agreement with the MREC, Jones' license was placed on four years probation effective January 7, 2010.

Violations: 339.100.2 (1), (2), (4), (5), (15), (16), and (19) RSMo

Jones, who was both the listing agent and property owner, entered into a contract to sell the property. In this transaction Jones misrepresented the property condition both verbally and in the seller's disclosure statement; commingled funds by depositing the buyer's earnest money check into his personal checking account; failed to provide a duplicate of the original sales addendum to the parties; altered the addendum after it had been executed, and provided copies of the altered addendum to the mortgage broker and closing company; and failed to verify the accuracy of the settlement statement.

Kenepp, Nancy J.
Warrensburg, MO

By Settlement Agreement with the MREC, Kenepp's real estate license was suspended for one year, however, the suspension was stayed and her license was placed on probation for five years effective February 18, 2010.

Violations: 339.100.2 (1), (2), (3), (15), (18), and (19) RSMo

The MREC staff conducted an escrow audit on the records of Creative Mortgage Consultants LLC, of which Kenepp was the designated broker, and the following violations were cited: 1) fictitious names were used that were not registered with the Missouri Secretary of State's office, or the MREC; 2) allowed a person not licensed with Creative Mortgage Consultants to enter into an agreement on its behalf; 3) an overage was found in the property management escrow account; 4) holding funds of others in the property management escrow account without authorization; 5) a shortage in the property management escrow account due to check charges and other bank fees; 6) Kenepp failed to provide proper supervision to people conducting the management activities of the company; 7) failed to comply with the terms and conditions of the management agreement; 8) managed property without a written management agreement; and 9) failed to disclose the brokerage relationship in writing to all parties of a transaction.

Kibble, John R.
Milan, MO

By Joint Stipulation with the MREC, Kibble's license was revoked effective September 27, 2010.

Violations: 339.100.2 (15) RSMo

Kibble failed to respond in writing to two mailings sent to him by MREC staff.

Koch, Gregory J.

St. Louis, MO

By Settlement Agreement with the MREC, on May 10, 2010, Koch was fined \$500.

Violations: 339.100.2 (7), (15) and (19) RSMo

Koch allowed an individual to conduct real estate activity through ReMax Gold from approximately October 2008 until on or about August 17, 2009, without ensuring the individual's transfer application had been completely processed and a license issued.

Leber, Gregory F. Jr.

St. Louis, MO

By Settlement Agreement with the MREC, Leber's license was placed on three years probation effective June 11, 2010.

Violations: 339.100.2 (16), (18), and (19) RSMo

On or about March 7, 2010, Leber pled guilty to the felony criminal offense of Non-support.

Leiker, Raymond Clarence Sr.

Independence, MO

By Order of the MREC, Leiker was issued a one-year probated license on August 23, 2010.

Violations: 339.100.2 (10), (16), (18), and (19) RSMo Cum. Supp. 2009

On or about March 23, 1993, Leiker pled guilty to the misdemeanor crime of driving while intoxicated, aka DWI. On or about June 13, 1995, Leiker pled guilty to the misdemeanor crime of passing a bad check. On or about July 11, 1995, Leiker pled guilty to two additional misdemeanor counts of passing a bad check. On or about May 11, 1995, Leiker pled guilty to three counts of forgery, a felony criminal offense. On or about February 26, 1998, Leiker pled guilty to the misdemeanor crime of stealing. Leiker failed to disclose the DWI offense and two of the three forgery offenses on his application.

Levinson, Edward A.

Chesterfield, MO

Violations: 339.100.5 (5) RSMo Cum. Supp. 2009

By Order of the MREC, Levinson's license was revoked effective June 14, 2010.

On or about July 1, 2008, Levinson pled guilty to violating Title 18, United States Code, Sections 2 and 1344 (1) and (2), by knowingly executing and attempting to execute a scheme to defraud a financial institution insured by the Federal Deposit Insurance Corporation.

Lewis, Jeffrey A.
Kansas City, MO

By Settlement Agreement with the MREC, Lewis' license was revoked effective October 1, 2009.

Violations: 339.100.2 (15) and (19) RSMo

Lewis failed to renew his license by June 30, 2008. He renewed his license on or about August 4, 2008. Correspondence was mailed to Lewis on two occasions requesting him to submit correspondence attesting to whether or not he continued to conduct real estate activity between June 30, 2008, and August 4, 2008. Lewis did not respond to this correspondence. A third letter was mailed to Lewis requesting him to appear before the Commission. Lewis failed to respond to this letter as well, and didn't appear before the Commission.

Luckett, Eddie
Florissant, MO

By Order of the MREC, Luckett's license was revoked effective October 30, 2009.

Violations: 339.100.2 (16) RSMo

Luckett failed to make the records of his real estate business available to the MREC staff to conduct an escrow audit.

Martin, Jody John
Columbia, MO

By Settlement Agreement with the MREC, Martin was fined \$250 effective March 15, 2010.

Violations: 339.100.2 (15)

Martin allowed his real estate salesperson license to expire on September 30, 2006. From September 30, 2006 until approximately August 2008, Martin continued to conduct activity that required a real estate license.

McArdle, Codi Marie
Liberty, MO

By MREC's Order, McArdle's license was revoked effective August 24, 2010.

Violations: 339.100.5 (5)

On or about April 22, 2010, McArdle pled guilty to the crime of conspiracy to commit wire fraud. McArdle participated in a scheme to obtain money from mortgage lenders by means of material false and fraudulent pretenses, representations and promises using facsimile communications and electronic mail for the purpose of executing the scheme. Therefore, her license was subject to revocation pursuant to 339.100.5 (5) RSMo.

McCall, Leslie Gentry
St. Louis, MO

By Order of the MREC, McCall's license was revoked effective July 2, 2010.

Violation: Terms of probation

On or about August 18, 2009, McCall and the MREC entered into a Settlement Agreement that placed McCall's license on probation for three years. Pursuant to a term of the Settlement Agreement, McCall was to submit quarterly reports to the MREC addressing compliance of his criminal supervision and the Settlement Agreement, and submit proof of his child support payments. McCall violated this term of his probation.

McKanry, William E.
St. Louis, MO

Violations: 339.100.5 (5) RSMo Cum. Supp. 2009

By MREC's Order, McKanry's license was revoked effective April 23, 2010.

On or about October 9, 2009, McKanry was convicted of the criminal offenses of conspiracy, making a false statement, wire fraud, and mail fraud.

Meentemeyer, Kevin
Imperial, MO

By Order of the MREC, Meentemeyer was issued a three-year probated license on October 19, 2009.

Violations: 339.100.2 (16), (18), and (19) RSMo

On or about February 17, 2007, Meentemeyer pled guilty to the criminal offense of leaving the scene of an accident.

Meentemeyer, Kevin
Imperial, MO

By Order of the MREC, effective July 2, 2010, Meentemeyer's license was suspended for a period of three years or until he becomes compliant with the terms of the Probated License Order, followed by three years probation.

Violation: Terms of probation

Meentemeyer was issued a probated license with special conditions on or about October 19, 2009. Pursuant to a term of the Probated License Order, Meentemeyer was to submit quarterly reports to the MREC addressing compliance of his criminal supervision and the Probated License Order. Meentemeyer violated this term of his probation.

Mehrhoff, Jamie E.
Fenton, MO

By Settlement Agreement with the MREC, Mehrhoff's license was placed on probation for three years effective December 18, 2009.

Violations: 339.100.2 (15) RSMo

Mehrhoff was co-owner/principal of a real estate company; however, another licensee was registered as the designated broker of the

company. On or about August 1, 2003, an affiliate of the company entered false and fictitious “Sold” information about a property into the multi-list system using another affiliate’s identification. Mehrhoff and the designated broker of the company were made aware of the false and fictitious information in approximately February 2004. The information was not removed from the multi-list system until approximately June 2004.

Miles, Michael D., Jr.
Walnut Shade, MO

By Order of the MREC, Miles was issued a one-year probated license on June 21, 2010.

Violations: 339.100.2 (10), (16), (18), and (19) RSMo

On or about May 20, 2004, Miles pled guilty to the crimes of possession of a controlled substance with the intent to distribute and possession of a controlled substance. On or about September 8, 1997, Miles pled guilty to the crime of possession of a controlled substance. Miles disclosed on his application that he had been convicted of “possession with intent,” but failed to disclose the two offenses of possession of a controlled substance.

Miller, Daryl Wayne
Des Peres, MO

By Order of the MREC, Miller’s license was revoked effective June 24, 2010.

Violations: 339.100.2 (18) RSMo

On or about June 9, 2008, Miller pled guilty to the criminal offense of wire fraud.

Mogul Realty LLC
Humphrey, Damon Leroy
Independence, MO

By Settlement Agreement with the MREC, the licenses of Mogul Realty LLC and Humphrey were placed on probation for one year effective October 23, 2009.

Violations: 339.100.2 (15) and (19) RSMo

Humphrey failed to renew his broker-associate license by June 30, 2008. As the designated broker of Mogul Realty LLC, he also failed to renew the company’s license by June 30, 2008. Humphrey renewed his and the company’s licenses on or about September 9, 2008. The MREC office mailed multiple letters to Humphrey requesting him to submit correspondence addressing whether or not Mogul conducted any activity during the time period they did not have a real estate license. Humphrey failed to respond to the letters sent to him by the MREC office.

Nagell, Carissa K.
Poplar Bluff, MO

By Settlement Agreement with the MREC, Nagell was fined \$250 on December 16, 2009.

Violations: 339.100.2 (15) RSMo

Nagell failed to renew her real estate license for the 2008 – 2010 licensing period by September 30, 2008. From on or about October 1, 2008, until August 2009, Nagell continued to conduct real estate activity without possessing a current and active real estate license.

Needy, Steven Ray
Farmington, MO

By Settlement Agreement with the MREC, Needy's real estate license was placed on two years probation effective February 18, 2010.

Violations: 339.100.2 (18) RSMo

On or about November 8, 2006, Needy pled guilty to driving while intoxicated.

Okoye Real Estate LLC
Okoye, Victor O.
Kansas City, MO

By Order of the MREC, the licenses of Okoye Real Estate LLC and Okoye were revoked effective October 30, 2009.

Violations: 339.100.2 (2), (15), and (16) RSMo

The MREC office mailed multiple letters to Okoye requesting a response within thirty days. Okoye failed to respond to any of the letters. Also, Okoye represented a buyer in the attempted purchase of a home. The client informed Okoye that they would pay the repair costs for a problem found with the home during the inspection period. Okoye ignored his client's wishes and did not communicate his client's decision. Instead, Okoye proposed an amendment to the contract increasing the sales price of the home to cover the repair costs and also a down payment gift the seller was to provide to Okoye's client. The seller did not execute the amendment, but Okoye represented to his client that it had been accepted. Approximately two weeks prior to the closing date, Okoye procured a key to the home. He gave the key to his client and informed them that they could move their possessions into the property. Okoye attempted to negotiate another resolution for the problem found with the home. The seller agreed to pay only a portion of the cost. The buyer agreed to pay the remainder of the cost, but Okoye failed to inform the listing agent or seller of the buyer's decision. Instead, Okoye represented to his client that he and the listing agent would pay the difference from their commission and showed his client a commission agreement which indicated the licensees would pay the difference. The listing agent never signed the commission agreement. The buyer attempted to close their portion of the transaction based upon the representations made by Okoye. The seller never closed their portion of the transaction.

Overland Park Partners Inc.
Overland Park, KS

By Settlement Agreement with the MREC, Overland Park Partners Inc. was fined \$250 on June 14, 2010.

Violations: 339.100.2 (7), (15), and (23) RSMo Cum. Supp. 2009

Overland Park Partners Inc. allowed an individual to conduct activity that required a real estate license in a transaction involving property located within the state of Missouri, and paid compensation to the individual for the activity, prior to the individual obtaining a real estate license through the MREC.

Power, Robert Patrick
St. Louis, MO

By Order of the MREC, Power's license was suspended for sixty (60) days effective September 3, 2010, followed by five (5) years probation. Power was also fined \$2,500.

Violations: 339.100.2 (2) RSMo

Power, using the multi-list identification of another licensee, entered false and fictitious “Sold” information into the multi-list system about a property. The information was entered into the multi-list system with the intent that it be used as a comparable sale to support the value of another property. Power took no action to remove or correct the false and fictitious information from the multi-list system.

Preston, Stewart
Ballwin, MO

By Order of the MREC, Preston’s real estate license was revoked effective March 4, 2010.

Violations: 339.100.2 (15) RSMo

Preston failed to respond to correspondence sent to him by the MREC staff to conduct an audit of his real estate records. Thus, Preston failed to make his records available to the MREC staff for inspection.

Prinster, Karen J.
St. Louis, MO

By Settlement Agreement with the MREC, Prinster’s license was placed on probation for five years effective December 18, 2009.
Violations: 339.100.2 (15) RSMo

From approximately April 22, 2003 through September 21, 2004, Prinster was the designated broker of a real estate company. On or about August 1, 2003, an affiliate of the company entered false and fictitious “Sold” information about a property into the multi-list system using another affiliate’s identification. Prinster was made aware of the false and fictitious information in approximately February 2004, but took no immediate action to have the information removed from the multi-list system. She requested the information be removed from the multi-list system in approximately June 2004 after the multi-list provider learned of it through another source.

Provision Realty and Property Management, LLC
Joplin, MO

By Joint Stipulation with the MREC, the license of Provision Realty and Property Management, LLC was revoked effective January 6, 2010.

Violations: 339.100.2 (3), (15), (16), (19), and (23) RSMo

In or about May 2005, Provision Realty and Property Management, LLC, prior to obtaining a real estate license, entered into an agreement with a licensee to administer management activities to the properties under contract with that licensee. The unlicensed owner of Provision Realty and Property Management, LLC was to carry out the management activities. The unlicensed individual accepted money from the property owner to conduct repairs to the properties; however, the repairs were not completed. When the management agreement was terminated, Provision Realty and Property Management, LLC did not turn over keys, records, or security deposits it held to the owner or the new management company.

Reece & Nichols Realtors Inc.
Reece, Jerry D.
Leawood, KS

By Joint Stipulation with the MREC, Reece & Nichols Realtors Inc. and Reece were fined \$500 effective July 13, 2010.

Violations: 339.100.2 (7), (15), (19), and (23) RSMo

Three individuals who did not hold active and current real estate licenses in the state of Missouri were allowed to conduct activity through Reece & Nichols Realtors Inc. Reece is the designated broker of Reece & Nichols Realtors Inc.

Reliable Property Management Services LLC
Jackson, Deborah Kay
Falk, Patricia F.
Florissant, MO

By Joint Stipulation with the MREC, Falk's license was placed on probation for one year effective October 10, 2010, and she was fined \$500.

By Settlement Agreement with the MREC, the licenses of Reliable Property Management LLC and Jackson were placed on probation for one year effective October 9, 2010, and Jackson was fined \$500.

Violations: 339.100.2 (7), (11), (12), (15), and (23) RSMo

Falk, a salesperson, conducted property management activity outside of the broker, Jackson. Falk conducted the activity through Reliable Property Management LLC, a company Falk had formed that was not initially licensed as a real estate entity. Jackson was aware of Falk's activity.

RGC Property Management Group LLC
Ritter, Laura J.
Cape Girardeau, MO

By Settlement Agreement with the MREC, the licenses of RGC Property Management Group LLC and Ritter were placed on three years probation effective November 4, 2010.

Violations: 339.100.2 (15) RSMo

The MREC staff conducted an escrow audit on the records of RGC Property Management Group LLC, of which Ritter is the designated broker. The following violations were found: 1) failure to deposit and/or timely deposit rents received and money belonging to others into the escrow account; 2) failure to maintain accurate owner statements; 3) shortage in one of the company's property management escrow accounts, and an overage in another; 4) holding funds without written authorization, and failing to perform terms of the management agreement by not forwarding security deposits to the owner pursuant to the agreement; 5) managing property without written authorization; 6) Ritter failed to supervise the activities of unlicensed persons; 7) failure to disclose in writing the brokerage's relationship; and 8) owner's balance in the account was not sufficient to cover disbursements made on their behalf.

Ross, Benjamin E.
Olathe, KS

By Settlement Agreement with the MREC, immediately upon Ross reactivating his real estate license, it will be suspended for one year followed by a three-year term of probation.

Violations: 339.100.2 (16), (18), and (20) RSMo

On or about April 12, 2007, Ross pled no contest to a felony DWI and was subsequently convicted of the offense. As a result, his real estate license in the state of Kansas was suspended on or about May 20, 2008.

Schumacher, Betty J.
St. Peters, MO

By Settlement Agreement with the MREC, Schumacher's license was placed on five years probation effective January 26, 2010.

Violations: 339.100.2 (2), (4), (5), (6), and (15) and RSMo

Schumacher, as office manager of St. Louis Group, was responsible for providing supervision to the company's affiliates. A group of affiliates working together as a team under Schumacher's supervision were involved in multiple transactions in which the affiliates did not inform buyers that other affiliates of the company, who also happened to be members of the team, held an ownership interest in the property; altered terms of the contracts and/or supporting documents without the buyer's approval or knowledge; and prepared loan applications for buyers that contained false information that differed from the accurate information provided by the buyer.

Simmons, Ty L.
Kansas City, MO

By Order of the MREC, Simmons' license was revoked effective May 1, 2010.

Violations: 339.100.2 (16), and (18) RSMo

On or about May 19, 2006, Simmons pled guilty to the crime of involuntary manslaughter – vehicular - DWI.

Smith, Barbara J.
A Blue Ribbon Realty LLC
Branson, MO

By Settlement Agreement with the MREC, the licenses of A Blue Ribbon Realty LLC and Smith were revoked effective March 13, 2010.

Violations: 339.100.2 (15) and (16) RSMo

On or about May 19, 2009, correspondence was mailed to Smith, the designated broker of A Blue Ribbon Realty LLC, to verify escrow account information for the company. On or about July 6, 2009, the correspondence was resent to Smith. On or about September 17, 2009, correspondence was mailed to Smith requesting her to appear before the Commission at its October 2009 meeting. On or about September 21, 2009, correspondence was mailed to Smith requesting her to verify the branch offices and managers of A Blue Ribbon Realty LLC. On or about October 30, 2009, the September 21, 2009 correspondence was resent to Smith. Smith failed to respond to any of the correspondence mailed to her, and also failed to appear before the Commission.

Strobel, Micheal
Grandview, MO

By Settlement Agreement with the MREC, Strobel's real estate license was placed on probation for five years effective February 1, 2010.

Violations: 339.100.2 (19) and (20) RSMo

On or about June 19, 2006, Strobel's real estate license in the state of Kansas was suspended by the Kansas Real Estate Commission for sixty days for false representations on a license application, and 365 days for forging another licensee's signature on real estate documents.

Strong, John R.
Rocky Mount, MO

By Order of the MREC, Strong's license was suspended for one year, but the suspension was stayed, and his license was placed on probation for a period of five years effective October 30, 2009.

Violations: Terms of probation

Strong and the MREC entered into a Settlement Agreement that placed his real estate license on probation from on or about October 6, 2004 until October 6, 2009. On or about March 23, 2007, subsequent to the discipline being imposed against his license, Strong applied to change the status of his license to a broker-associate. As a result of the discipline, a Probated License Order was issued for Strong's broker-associate license placing it on probation until October 6, 2009. Pursuant to a term of the Settlement Agreement and subsequent Probated License Order, Strong was to submit quarterly reports to the MREC. Strong violated this term of his probation.

Another term of the Settlement Agreement and Probated License Order required Strong to maintain his real estate license in a current and active status. Strong violated this term by failing to rectify a delinquent tax issue with the Missouri Department of Revenue, a result of which was the suspension of his real estate license on or about May 28, 2009. Strong rectified the delinquent tax issue with the Missouri Department of Revenue on or about July 14, 2009.

Szpak, Anthony M.
Independence, MO

By Settlement Agreement with the MREC, on May 13, 2010, Szpak was fined \$500.

Violations: 339.100.2 (7), (15), (16), (19), and (23) RSMo

Szpak allowed an individual to conduct real estate activity through Szpak & Hillen, LLC, in the state of Missouri without ensuring the individual held a real estate license issued by the MREC.

Taylor, Eric K.
Leavenworth, KS

By Settlement Agreement with the MREC, Taylor's license was revoked effective October 15, 2009.

Violations: 339.100.2 (18) RSMo

On or about August 25, 2006, Taylor pled guilty to two counts of Conspiracy and Money Laundering.

Tegethoff, Andrew Jeffrey
St. Louis, MO

By Order of the MREC, Tegethoff's real estate license will be placed on five years probation upon its activation.

Violations: 339.100.2 (2), (16), and (18) RSMo

On or about November 28, 2007, Tegethoff pled guilty to one count of misprision of a felony as he knew of a felonious act and failed to report it to the proper authorities.

Tilton, Anita
Greenwood, MO

By Settlement Agreement with the MREC, Tilton's license was placed on probation for a term of two years effective November 4, 2010.

Violations: 339.100.2 (2), (5), (14), (16), and (19) RSMo

Tilton signed parties' names without permission to the following documents, exclusive right to sell contract, Lead Paint Disclosure Addendum; Franchise Disclosure Addendum, Legal Description Addendum, Agency Disclosure Addendum, and the Seller's Disclosure and Condition of Property Condition Addendum. Tilton failed to provide the parties copies of the executed documents.

VanVoorst, Karen
Raymore, MO

By Joint Stipulation with the MREC, VanVoorst was fined \$125 effective July 13, 2010.

Violations: 339.100.2 (7), (15), (19), and (23) RSMo

VanVoorst, as an office manager for Reece & Nichols Realtors Inc., allowed an individual to conduct real estate activity through Reece & Nichols Realtors Inc., without ensuring the processing of the individual's transfer application had been completed and a license issued.

Welsh, Gregory A.
Lee's Summit, MO

By Settlement Agreement with the MREC, Welsh's license was revoked effective May 28, 2010.

Violations: 339.100.2 (16), (18) and (19) RSMo Cum. Supp. 2004
Welsh had multiple convictions of Driving While Intoxicated in or about 2007 and 2008, and before, and was also convicted of leaving the scene of an accident. Welsh failed to disclose these criminal offenses on previous applications submitted to the MREC.

Whitener & Flynn Properties LLC
Flynn, Amber Carissa
St. Louis, MO

By Settlement Agreement with the MREC, the licenses of Whitener & Flynn Properties LLC and Flynn were revoked effective October 10, 2009.

Violations: 339.100.2 (15) and (19) RSMo

Between June 1, 2007 and October 1, 2007, multiple attempts were made by MREC staff to conduct an escrow audit on the records of Whitener & Flynn Properties LLC. Flynn, the designated broker of the company, failed to return telephone messages and/or respond to correspondence related to MREC staff's attempts to conduct the audit. Flynn failed to make the company's records available to MREC staff for audit purposes.

Wilkinson, Mark Layne
Lee's Summit, MO

By Joint Stipulation with the MREC, Wilkinson was fined \$250 effective July 23, 2010.

Violations: 339.100.2 (7), (15), (19), and (23) RSMo

From approximately February 2008 to August 2008, an unlicensed individual was allowed to conduct activity through Overland Park Partners Inc., and was compensated by the company. Wilkinson was the designated broker of Overland Park Partners Inc. at the time of the activity.

The Williams Group Real Estate
Williams, Jennifer Ann
O'Fallon, MO

By Settlement Agreement with the MREC, the licenses of Williams and The Williams Group Real Estate were revoked effective September 17, 2010.

Violations: 339.100.2 (15) and (19) RSMo

The MREC staff attempted to conduct an escrow audit on the records of The Williams Group Real Estate. Williams failed to respond to the correspondence sent to her by the MREC staff. Williams had moved and failed to provide written notification of the move to the MREC office within ten days.

Williamson-Rodgers, Angela
Florissant, MO

By Order of the MREC, Williamson-Rodgers' license was revoked effective September 3, 2010.

Violations: 339.100.2 (15) RSMo

The MREC staff attempted to conduct an escrow audit on the records of Williamson-Rodgers, but she failed to make her records available.

Wine, Kyle Jordan
Lee's Summit, MO

By Order of the MREC, Wine's license was revoked effective August 24, 2010.

Violations: 339.100.5 (5) RSMo

On or about April 22, 2010, Wine pleaded guilty to the crimes of conspiracy to commit the crime of interstate transportation of moneys obtained by fraud, and money laundering. Wine participated in a scheme to obtain money from mortgage lenders by means of material false and fraudulent pretenses, representations and promises, and therefore, his license was subject to revocation pursuant to 339.100.5 (5) RSMo.

Woodard, Jimmie C.
Unionville, MO

By Settlement Agreement with the MREC, Woodard's license was placed on three years probation beginning August 22, 2009.

Violations: 339.100.2 (15), (16), (18), and (19) RSMo Cum. Supp. 2008

On or about October 22, 2008, Woodard pled guilty to the felony criminal offense of unlawful use of a weapon.

Zearley Realtors LLC
Zearley, Sondra Kay
Kansas City, MO

By Settlement Agreement with the MREC, the real estate licenses of Zearley Realtors LLC and Zearley were revoked effective February 16, 2010.

Violations: 339.100.2 (1), (15), (16), and (19) RSMo

The MREC staff conducted an escrow audit on the records of Zearley Realtors LLC, and the following violations were cited: 1) four instances of insufficient funds checks found in the property management escrow account, however, there were ten instances found where the account balance was overdrawn; 2) commingled personal funds in the property management account; 3) shortage in the account due to bank fees and service charges; 4) failure to maintain necessary records to determine the adequacy of the property management escrow account; 5) management agreements did not contain all of the required terms; 6) failed to retain copies of previous management agreements; 7) represented a landlord without a written agreement; 8) managed property without a written property management agreement; 9) showed properties without written authorization; 10) listing agreement did not contain all of the required terms; 11) listing agreement was not signed by licensee and/or owner; and 12) written brokerage disclosures were not executed properly.

Zebulun LLC

Samples, David Daniel Jr.

Battlefield, MO

By Settlement Agreement with the MREC, the licenses of Zebulun LLC and Samples were revoked effective October 23, 2009.

Violations: 339.100.2 (15) and (19) RSMo

On or about June 28, 2007, the MREC received notification that Samples had failed to satisfactorily respond to correspondence sent to him by the Missouri Department of Revenue regarding his failure to pay Missouri taxes. The MREC office sent Samples multiple letters requesting him to return his license and the license of Zebulun LLC, and also to complete and return a Closing of an Office Affidavit. Samples did not respond to the first two letters sent to him, but did respond to the third letter, however, he did not submit the licenses or closing affidavit as requested.

Zietlow, Todd F.

Wentzville, MO

By Order of the MREC, Zietlow was issued a five-year probated real estate license on February 19, 2010.

Violations: 339.100.2 (16), (18), and (19) RSMo Cum. Supp. 2008

On or about November 29, 2007, Zietlow pleaded guilty to the crime of driving while intoxicated – aggravated offender.



STATE OF MISSOURI
DIVISION OF PROFESSIONAL REGISTRATION
MISSOURI REAL ESTATE COMMISSION
**APPLICATION FOR LICENSE/
INFORMATION CHANGE**

3605 MISSOURI BOULEVARD
P.O. BOX 1339
JEFFERSON CITY, MISSOURI 65102
TELEPHONE (573) 751-2628
FAX (573) 751-2777
www.pr.mo.gov/realestate.asp

FOR MREC USE ONLY

TYPE OF LICENSE				
SAL BRS	BRK INB	BRO IAS	BRA PCB	BRP PCS
NEW BROKER NAME				
DATE			FEE	

SECTION 1A ALL APPLICANTS MUST COMPLETE THIS SECTION

NAME OF APPLICANT		LICENSE NUMBER OR SSN
RESIDENCE ADDRESS (NUMBER, STREET, PO BOX, CITY, STATE, ZIP CODE)		
HOME PHONE (INCLUDE AREA CODE)	CELL PHONE (INCLUDE AREA CODE)	

SECTION 1B ALL APPLICANTS MUST ANSWER THE FOLLOWING QUESTIONS, SIGN & DATE. IF YES, EXPLAIN ON A SEPARATE SHEET.

- A. Have you been finally adjudicated and found guilty, or entered a plea of guilty or nolo contendere, in a criminal prosecution in this state, or any other state, or of the United States, whether or not sentence was imposed? **NOTE: This includes Suspended Imposition of Sentence, Suspended Execution of Sentence, misdemeanor and felony convictions, and alcohol related offenses, i.e. DWI and BAC. Check yes if NOT previously disclosed to this Commission and provide the date of the conviction and/or pleading, nature of the offense, court location, and case number on a separate sheet.**
- ☐ YES ☐ NO
- B. Have you ever had a real estate application denied or your real estate license suspended, revoked, placed on probation, or otherwise disciplined in Missouri or any other state or jurisdiction? **Check yes if NOT previously disclosed to this Commission and provide name of state or jurisdiction, reason for denial or discipline and approximate dates on a separate sheet.**
- ☐ YES ☐ NO

SIGNATURE OF APPLICANT ▶	DATE
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SECTION 1C INDICATE CHANGE BEING REQUESTED AND SUBMIT APPLICABLE FEE. THE NUMBERED ITEMS IN THIS SECTION CORRESPOND WITH THE NUMBERED INSTRUCTIONS ON THE REVERSE SIDE.

- | | |
|--|--|
| <p>1. <input type="checkbox"/> Transfer Salesperson or Broker-Salesperson license to another Broker. Fee: \$50.00</p> <p>2. <input type="checkbox"/> Place license on inactive status. Fee: \$50.00</p> <p>3. <input type="checkbox"/> Reactivate Salesperson license. Fee: \$50.00</p> <p>4. <input type="checkbox"/> Change status to Broker-Salesperson. Fee: \$50.00</p> <p>5. <input type="checkbox"/> Change status to Individual Broker. (Section 2B <u>must</u> be completed.) Fee: \$50.00</p> <p>6. <input type="checkbox"/> Change status to or transfer. Fee: \$50.00
<input type="checkbox"/> Broker-Officer <input type="checkbox"/> Broker-Associate <input type="checkbox"/> Broker-Partner
NOTE: Each broker-officer, broker-associate, or broker-partner licensed in Missouri MUST retain a comparable position/title within the firm.</p> <p>7. <input type="checkbox"/> Obtain additional license. Fee: \$50.00
<input type="checkbox"/> Broker <input type="checkbox"/> Broker-Officer <input type="checkbox"/> Broker-Associate <input type="checkbox"/> Broker-Partner
NOTE: Each broker-officer, broker-associate, or broker-partner licensed in Missouri MUST retain a comparable position/title within the firm.</p> <p>8. <input type="checkbox"/> Replace lost, stolen or destroyed license. Complete Section 1A, 1C and 2B. Fee: \$25.00</p> <p>9. <input type="checkbox"/> Remove licensee from Broker's or entity's affiliation. No fee required. Complete Section 1A, 1C and 2A.</p> <p>10. <input type="checkbox"/> Reinstatement of Suspended License. Fee: \$50.00</p> <p>11. <input type="checkbox"/> Change name of Corporation, Partnership or Association. Resident fee \$80.00; Nonresident fee \$150.00. Complete Section 1A with former name and Section 2B with new name.</p> | <p>12. <input type="checkbox"/> Change, add or cancel fictitious name or trade name. Provide name and mark appropriate box below. Attach copy of approved registration from the Secretary of State's office. If using trade name, attach copy of complete signed agreement.</p> <p style="text-align: right;"><input type="checkbox"/> New <input type="checkbox"/> Additional <input type="checkbox"/> Cancel <input type="checkbox"/> Replacing _____</p> <p>13. <input type="checkbox"/> Branch office notification. Sections 1C and 2B must be completed by the broker or designated broker. Mark appropriate box and provide the following:</p> <p style="text-align: right;"><input type="checkbox"/> New/additional branch office <input type="checkbox"/> Change in branch office
<input type="checkbox"/> Closing branch office <input type="checkbox"/> Change in branch manager</p> |
|--|--|
- | | |
|--|---------------------------------------|
| BRANCH OFFICE MANAGER | LICENSE NO. |
| BRANCH OFFICE LOCATION | |
| | |
| PHONE NUMBER | FORMER BRANCH MANAGER (IF APPLICABLE) |
| FORMER BRANCH LOCATION (IF APPLICABLE) | |

SECTION 2A	SIGNATURE OF FORMER BROKER ▶	FORMER BROKER NAME, PRINTED OR TYPED	DATE	
	NAME OF FORMER BROKER/ENTITY		BUSINESS PHONE (INCLUDE AREA CODE)	
	SECTION 2B	SIGNATURE OF NEW BROKER ▶	NEW BROKER NAME, PRINTED OR TYPED	DATE
		NAME OF NEW CORPORATION/PARTNERSHIP/ASSOCIATION/BROKER (DO NOT USE DBA/FICTITIOUS NAMES)		MO BROKER/ENTITY LICENSE NO., IF APPLICABLE
		BUSINESS ADDRESS (MAIN OFFICE ONLY) (NUMBER, STREET, CITY, STATE, ZIP CODE)		BUSINESS PHONE (INCLUDE AREA CODE)
		BROKER'S E-MAIL ADDRESS (IN CASE OF TRANSFER APPLICATION REJECTION, BROKER'S E-MAIL ADDRESS IS REQUIRED SO THAT IMMEDIATE NOTIFICATION CAN BE PROVIDED.)		

GENERAL INSTRUCTIONS

- A. Type or print LEGIBLY. Use black ink. INCOMPLETE APPLICATIONS WILL BE RETURNED FOR CORRECTION.
- B. When a fee is required, the amount is indicated. Make check or money order payable to the "Missouri Real Estate Commission." **All fees are nonrefundable.**
- C. Attach license when applicable. If the license has been lost, stolen or destroyed, the current broker must attach a signed explanation.
- D. Any applicant reactivating an inactive license or a license that has been noncurrent for over six months must attach a copy of the 24-hour Missouri Real Estate Practice (MREP) course completion certificate showing proof of course completion within six months of application to reactivate.
- E. Mail the application to: Missouri Real Estate Commission, P.O. Box 1339, Jefferson City, MO 65102. Hand delivery or express delivery service: Missouri Real Estate Commission, 3605 Missouri Blvd., Jefferson City, MO 65109.
- F. The new license will be mailed to the brokerage approximately 2 - 3 weeks after the properly completed application is received by the Commission. To expedite and request a temporary work permit, enclose a stamped envelope addressed to the brokerage.

Additional information on specific changes is provided below. The numbered instructions in this section correspond with the numbered items on the reverse side.

- 1. **TRANSFER SALESPERSON OR BROKER-SALESPERSON LICENSE TO ANOTHER BROKER:** Complete Section 1A, 1B and 1C. The current broker must complete Section 2A and attach the applicant's license. The current broker's signature is not required if the applicant's license has been previously returned to the Commission. The new broker must complete Section 2B. Refer to 20 CSR 2250-4.050(4).
- 2. **PLACE LICENSE ON INACTIVE STATUS:** Complete Section 1A, 1B and 1C. The current broker must complete Section 2A and attach applicant's license. A closing form must be submitted with this application if the applicant holds a broker license or the applicant is the only licensed broker-officer, broker-partner or broker-associate of a corporation, partnership or association. **NOTE: Before an inactive license may be reactivated, the 24-hour Missouri Real Estate Practice (MREP) course must be completed.**
- 3. **REACTIVATE SALESPERSON LICENSE:** Complete Section 1A, 1B and 1C. If applicable, attach inactive license, and completion certificate showing proof of completion of the 24-hour Missouri Real Estate Practice (MREP) course within six months of application to reactivate license. Section 2B must be completed by the new broker.
- 4. **CHANGE STATUS TO BROKER-SALESPERSON:** Complete Section 1A, 1B and 1C. The current broker must complete Section 2A and attach applicant's license. If inactive, attach inactive license and refer to D of the general instructions. The new broker must complete Section 2B. A closing form must be submitted with this application if the applicant holds a broker license or the applicant is the only licensed broker-officer, broker-partner or broker-associate of a corporation, partnership, or association.
- 5. **CHANGE STATUS TO INDIVIDUAL BROKER:** Complete Section 1A, 1B, 1C and 2B. The current broker must complete Section 2A and attach applicant's license. If inactive, attach inactive license and refer to D of the general instructions. Attach Consent to Examine and Audit Escrow or Trust Account form, and complete Section D if not maintaining an account. If using a fictitious name, complete #12 in Section 1C and refer to #12 below. A closing form must be submitted with this application if the applicant is the only licensed broker-officer, broker-partner or broker-associate of a corporation, partnership, or association.
- 6. **CHANGE STATUS TO OR TRANSFER BROKER-OFFICER, BROKER-PARTNER OR BROKER-ASSOCIATE LICENSE:** Complete Section 1A, 1B and 1C. The current broker must complete Section 2A and attach applicant's license. The designated broker must complete Section 2B. A closing form must be submitted with this application if the applicant holds a broker license or the applicant is the only licensed broker-officer, broker-partner or broker-associate of a corporation, partnership or association (LLC). If applicant will be the designated broker of the firm, attach a Change in Designated Broker form. If inactive, attach inactive license and refer to D of the general instructions.
- 7. **OBTAIN ADDITIONAL BROKER, BROKER-OFFICER, BROKER-PARTNER OR BROKER-ASSOCIATE LICENSE:** Complete Section 1A, 1B, 1C and 2B. If adding a broker-officer or broker-associate to a corporation or association (LLC), the designated broker must complete Section 2B. If becoming the designated broker, attach a Change in Designated Broker form. If becoming a broker, attach Consent to Examine and Audit Escrow or Trust Account form and complete Section D if not maintaining an account.
- 8. **REPLACE LOST, STOLEN OR DESTROYED LICENSE:** Complete Section 1A and 1C. Broker must complete Section 2B.
- 9. **REMOVE LICENSEE FROM BROKER'S OR ENTITY'S AFFILIATION:** Attach license. Complete Section 1A, 1C and 2A. No fee required.
- 10. **REINSTATEMENT OF SUSPENDED LICENSE:** Complete Section 1A, 1B, and 1C. Broker must complete Section 2B. If applicable, attach copy of Certificate of Tax Compliance.
- 11. **CHANGE NAME OF CORPORATION, PARTNERSHIP OR ASSOCIATION:** Complete Section 1A with former name. Attach entity license. Designated broker must complete Section 2B with new name and address. If a corporation, attach approved copy of Certificate of Amended Name Change. If a partnership, attach approved copy of Fictitious Name Registration. If an association (Limited Liability Company), attach approved copy of Amendment of Articles of Organization.
- 12. **CHANGE, ADD, CANCEL OR REPLACE FICTITIOUS NAME OR TRADE NAME:** Complete Section 1A and 1C. Submit a copy of the Fictitious Name Registration which has been approved by the Missouri Secretary of State's Office. Include a signed copy of the new/amended franchise agreement or trade agreement, if applicable. Section 2B must be completed by the broker or designated broker.